



**USAID**  
FROM THE AMERICAN PEOPLE

## How to Partner With USAID

### General Grant-Seeking Advice

- Visit [www.usaid.gov/locations](http://www.usaid.gov/locations) to see if the U.S. Agency for International Development (USAID) and your organization are currently working in the same country and to ensure that your organization's goals align with the USAID priorities for that country.
- Establish a relationship with the USAID Mission staff in the countries where you work; set up meetings with them and invite them to see your operation.
- The U.S. Government established two central Web portals for organizations interested in business opportunities. USAID posts solicitations on these sites. Notices of contract opportunities and corresponding solicitations are available at [www.fbo.gov](http://www.fbo.gov), the single source for federal procurement opportunities. Notices of federal grant and cooperative agreement opportunities are listed at [www.grants.gov](http://www.grants.gov).
- Consider registering with USAID as a Private Voluntary Organization (PVO). To learn more, visit the USAID Private Voluntary Cooperation (PVC) Web site at [www.usaid.gov](http://www.usaid.gov); keyword **PVC**. PVOs that hope to compete for USAID grants and cooperative agreements must register. Disaster assistance funding and funding through subgrants or subcontracts are generally not subject to this requirement.
- Sign up for the *International GrantStation Insider* at [www.GrantStation.com](http://www.GrantStation.com). This comprehensive monthly newsletter provides readers with the latest information on new funding programs and upcoming grant deadlines, as well as general information that can benefit all grant seekers.
- USAID seeks to work with partners willing to collaborate with other organizations. Contact the USAID Mission, explore the PVO registry at [www.pvo.net/usaid/](http://www.pvo.net/usaid/), and research USAID-funded groups that you may want to partner with to complete mutual development objectives. Proof of collaboration will make your organization more competitive when competing for funding.



**Grants and Cooperative Agreements (Assistance):** USAID generally undertakes direct assistance programs to benefit developing countries through competitive grants and cooperative agreements. This ensures that all activities are concentrated on specific objectives to maximize impact and that they are consistent, mutually reinforcing, and draw support from the best available sources. The Agency publishes Annual Program Statements (APS) and Requests for Assistance (RFAs) on [www.grants.gov](http://www.grants.gov) to advertise competitive assistance programs.

- **APSs** are used to generate competition for activities that are complementary to USAID's strategic objectives. They originate in USAID Missions around the world and solicit creative approaches and programs that will accomplish defined objectives.
- **RFAs** invite interested parties to submit competitive applications for USAID assistance, explaining what the application should contain, how it should be written, and the evaluation criteria to be used.

On occasion, USAID issues assistance awards based on unsolicited assistance applications. While unsolicited applications can be received and reviewed for funding, potential applicants should be aware that only in highly exceptional cases are such applications likely to be approved for funding.

A guide to USAID's assistance application process and to submitting unsolicited assistance applications can be found at [www.usaid.gov/policy/ads/300/30354s1.pdf](http://www.usaid.gov/policy/ads/300/30354s1.pdf).

**Acquisitions and Contracts:** USAID also does business through a variety of federal contracting mechanisms, including:

- **Contracts (Acquisitions).** These are subject to the Federal Acquisition Regulations (FAR), the USAID Supplement to the FAR (AIDAR), and applicable portions of USAID's Automated Directives System (ADS).
- **FedBizOpps (Federal Business Opportunities).** These are for federal government procurement opportunities over \$25,000. Government buyers are able to publicize their contract opportunities by posting information directly

to FedBizOpps via the Internet. Commercial vendors seeking federal markets for their products and services can search, monitor, and retrieve opportunities solicited by the entire federal contracting community. Acquisitions for contract actions are posted directly to FedBizOpps by registered USAID federal users. Posts include Requests for Proposals (RFPs), Invitations for Bids (IFBs), and Requests for Quotations (RFQs).

- **Personal Services Contracts (PSCs).** Under a PSC, a contractor is treated very much like civil service staff, frequently performing the same or similar work. USAID hires people under PSCs to work in a variety of fields, both in USAID/Washington and in USAID Missions worldwide.

### Global Development Alliance

USAID's Global Development Alliance (GDA) is the Agency's public-private partnership hub, which works to enhance development impact by mobilizing the ideas, efforts, and resources of the public sector with those of the private sector and nongovernmental organizations (NGOs). USAID considers an "alliance" to be a formal agreement created between two or more parties to jointly define and address a development problem. Alliance partners combine resources, risks, and rewards in pursuit of common objectives. The GDA issued its APS in December 2007. Applications will be accepted until September 30, 2008. Health is just one of 12 areas for which the APS is soliciting. You can view the GDA Web site at [www.usaid.gov/our\\_work/global\\_partnerships/gda](http://www.usaid.gov/our_work/global_partnerships/gda).

### How USAID Uses Different Funding Mechanisms

- **Indefinite Quantity Contracts (IQCs)** do not specify definite quantities or delivery at the time of the award. They are sector-based contracting mechanisms used by USAID to simplify procurement processes for USAID Missions and Bureaus. IQCs enable USAID to rapidly secure services from a preapproved list of contractors. Organizations may find it beneficial to work as subcontractors with preapproved contractors to fulfill their objectives in certain countries.
- **Cooperative Agreements** allow the government limited participation in the recipient's assistance program. This participation is limited to approval of the implementation plan and key personnel, participation or collaboration in advisory committees on technical or programmatic issues, concurrence on substantive provisions of subawards, approval of monitoring and evaluation plans, and Agency monitoring to permit specified directions or redirection because of interrelationships with other projects.
- **Leader With Associated Cooperative Agreements (LWAs)** are single agreements between USAID and a prime awardee, or "leader," that are vested with central funds. USAID Missions and Regional Bureaus can negotiate and fund multiple "associate awards" associated with the program description under the leader award.
- **Associate Awards** are grants that USAID Missions award under a LWA agreement between the "leader" and USAID. Associate awards are issued without going through a competitive or sole-source justification process; thus they allow USAID Missions and Bureaus to quickly and easily access technical support in response to development challenges. All associate awards are initiated by the local USAID Mission, and leader partners are strongly discouraged from approaching the Mission with unsolicited work ideas.
- **Interagency Agreements (IAAs)** are agreements through which one government agency obtains supplies or services through another government agency. The agency providing the supplies or services often uses the funds to award contracts and/or grants. Services or supplies obtained through IAAs are unique to the servicing agency and are not found commercially.
- **Partial Credit Guarantees** allow USAID to use credit for any development purpose specified by the Foreign Assistance Act. They cover up to 50 percent of the risk in lending to projects that advance USAID objectives and catalyze developing-country private sectors to expand investment in local development activities. USAID Missions are the primary contact for obtaining these loans, although the Development Credit Authority provides the authority to issue loan guarantees to private lenders, particularly for local currency loans.
- **Grants Under Contract** use a contractor to manage a grants program when it is not feasible to use USAID's direct grant award processes. These grants are awarded to NGOs. USAID is significantly involved in the contractor's selection criteria and choice of grant recipient. USAID grant requirements apply to contractor-issued grants, and contractors are not allowed to award cooperative agreements.
- **Blanket Purchase Agreements** are basic ordering agreements negotiated between a contractor and an agency, contracting activity, or contracting office, containing (1) terms and clauses applying to future contracts (orders) between the parties during its term; (2) a description, as specific as practical, of supplies or services to be provided; and (3) methods for pricing, issuing, and delivering future orders under the basic ordering agreement. A basic ordering agreement is not a contract.

For more information on USAID assistance or contracts, please call (202) 712-1500 or visit [www.usaid.gov/business/business\\_opportunities](http://www.usaid.gov/business/business_opportunities).